

**Washington State Election Administration  
And Certification Board  
Meeting Minutes  
Regular Meeting of Board  
June 23, 2009**

**Attendance**

**Members:**

Vicky Dalton, Chairman, Spokane County Auditor  
Rosa Franklin, State Senator, Democratic Party  
Kris Swanson, Cowlitz County Auditor  
Karen Martin, Walla Walla County Auditor  
Shirley Forslof, Whatcom County Auditor  
Nick Handy, State Director of Elections  
Mike Garvison, Skamania County Auditor  
Mike Armstrong, State Representative, State Republican Party  
Sam Hunt, State Representative, State Democratic Party  
Mike Snyder, State Democratic Party

**Nonmembers:**

Katie Blinn, Office of the Secretary of State  
Sheryl Moss, Certification and Training Program Manager, OSOS  
Kay Ramsay, Certification and Training Program Specialist, OSOS

**Members Absent:**

Corky Mattingly, Yakima County Auditor, alternate  
Pamela Roach, State Senator, Republican Party  
Thomas Crowson, State Republican Party

**Opening Remarks and Introductions:**

Board members and nonmembers in attendance introduced themselves.

**Proposed WAC Changes**

Sheryl Moss reviewed the proposed changes to WAC's and members were asked to comment.

After much discussion, WAC 434-260-110 will include the requirement that the chair of the state central committees of each major political party will be provided with the election review checklist at least once per year.

The checklist will also be posted on the Secretary of State web site.

Mike Snyder asked that the party's continue to receive the notification of the review schedule.

Discussions continued regarding the remainder of the proposed changes. The comments were noted and revisions will be made where necessary. The WAC's, will then be sent to members for approval and formal adoption.

### **Frequency of Board Meeting**

Sheryl Moss suggested setting a date for an annual meeting. The elections conference and the Auditor's conferences are held in May and June each year. Because several members of the Board would already be attending both of these conferences, it was suggested that the EACB meet either before or after one of these conferences. Members agreed and the annual meeting will be attached to the June conference.

Mike Snyder suggested giving members the option to attend by conference call.

The Chair maintains the option to hold additional meetings if the need arises.

### **Update on the Washington Election Information System (WEI)**

Nick Handy gave an update on the progress that has been made to the WEI and the additional components which will give voters many self-serve options. Options include;

- On-line voter registration (160,000 registered on-line last year)
- My Vote; allows voter's to find personal voting information (precinct, districts, ballot information, voters may change their address)
- Access to county sites
- Election results reporting
- Self service candidate filing for counties

This was accomplished with a contract with Microsoft and 14 million federal dollars.

### **Certification & Training Program Update**

Sheryl Moss

2008 – 2009 County Reviews: 10 county reviews were completed. Counties are reviewed every 5 years. Previously it was every 3 years

Trainings: 5 trainings for election administrators and one for non-election people, legislative staff

### **Budget Issues & Impact on Counties and OSOS**

Vicky Dalton

Meeting was adjourned

The Certification & Training Program has completed ten county reviews, with Clark County currently being reviewed during its Spring Election. The program will meet its goal of thirteen county reviews this year.

As each review is concluded, counties are now asked to complete an evaluation of the C & T staff member that conducted their review.

C&T has begun tracking incidents that occur in the counties. This will assist C&T in determining which areas would benefit from training. One area that stands out is ballot proofing.

Attendance at the trainings continues to increase. Trainings for the new Top 2 Primary served approximately 200 attendees.

Less training than they had hoped will be offered because of the budget.

County requests, new procedures/laws, training evaluations and reoccurring incidents by the counties are all taken in consideration when determining the training topics.

**Update on Election Issues: Katie**

Online voter registration has been very popular. A few bugs have been encountered and are worked through as they appear. Approximately 30% of new registrations have been online. The Secretary of State will be promoting online registration.

Implementation of the Top 2 Primary has been challenging. The ballots will look very different. The Secretary of State's Office will continue to work very hard to educate the voters, political parties, candidates and media of the changes. The Secretary of State's Office believes the voter's will be very happy with this primary.

**Action Item: Sheryl**

C&T has had difficulty obtaining requested documents from some of the counties during the review process. C&T has been patient and understanding in these situations but it appears to be happening more and more. A response from the Auditor and County Canvass Board is required to finalize the review report. On a number of occasions, it has been very difficult to obtain the response in a timely manner.

**Motion:**

Should a policy be put in place for these situations? If so, what steps should be taken to implement and enforce the policy?

Vicky suggested working with other Auditors on the Election Administration & Certification Board to develop a policy. The Washington State Association of County Auditors (WASACA) would then be asked for input.

After much discussion, it was agreed to move this item to the agenda of the next Board meeting.

**Elections Conference:**

Invitations to attend the Elections Conference were extended to the State Representatives. The conference takes place the week of June 16 at the Richland Red Lion in the Tri Cities.

**Closing:**

Vicky thanked Representative Armstrong for his regular attendance at the Board meetings.

The Election Administration and Certification Board meeting adjourned at 12:35 p.m.

Minutes submitted by Kay Ramsay